

VITAL MATERIALS REPORT FOR WEEK ENDING - 9 JULY 1954

| 1. <u>TYPES OF MATERIAL</u> | <u>DEPOSITS</u> | <u>WITHDRAWALS</u> | <u>BALANCE</u> |
|-------------------------------|-----------------|--------------------|----------------|
| A. (Measured in cubic feet) | | | |
| Documents | 1.8 | .3 | 171.2 |
| Maps | 5.7 | 0 | 43.1 |
| Negatives | 0 | 0 | 125.2 |
| Cards (other than IBM) | 0 | 0 | 4.2 |
| Total | 7.5 | .3 | 343.7 |
| B. (Measured by actual count) | | | |
| Cards (IBM) | 143,822 | 33,054 | 3,876,693 |
| Film (Reels) 35mm | 82 | 3 | 5,207 |
| Film (Reels) 16mm | 15 | 0 | 1,626 |

2. MATERIAL NOT ON MACHINE INVENTORY OR AVAILABILITY REGISTER

| <u>OFFICE</u> | <u>CABINETS</u> |
|---------------|-----------------|
| Commo. | 1 |
| OCD | 1 |
| OCI | 1 |
| ORR | 1 |
| ** OSI | 2 |
| * DD/P | 31 |
| Total | 37 |

3. ACTIVITY OF OFFICE PROGRAMS

| | |
|--|----|
| A. Total Offices | 21 |
| 1. Number of Offices Depositing | 20 |
| 2. Number of Offices Not Depositing | 1 |
| (Audit Office-Letter of Exception 5 Feb. 1952) | |
| B. Number of Office With Established Schedule | 10 |
| C. Number of Offices In Which Schedules Are To Be Established | 10 |
| D. Offices Depositing This Week | 13 |
| E. Offices Delinquent in Depositing | 1 |
| (No deposit in last 30 days) | |
| DD/I - No deposit since establishment of schedule on 11 May 1954 | |

* Material not accessible to Repository personnel.

** One of two cabinets not accessible to Repository personnel.